



CITY OF SAN ANTONIO

P.O. Box 839966
SAN ANTONIO, TEXAS 78283-3966

ADDENDUM I

SUBJECT: Brush Grinding Services, (RFP 11-029), Scheduled to Open: January 28, 2011; Date of Issue December 23, 2010.

FROM: Denise D. Gallegos, C.P.M., CPPB, Purchasing & Contract Administrator

DATE: January 18, 2011

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

THE ABOVE MENTIONED REQUEST FOR PROPOSAL IS HEREBY AMENDED AS FOLLOWS:

1. Add: Exhibit I – “Bitters Road – Tonnage Data”, is posted as a separate document.

2. Change Section II., Scope of Services, Item 4 under Services to be Provided to read:

“All processed materials with the exception of a constant 100 cubic yards of fine mulch and 100 cubic yards of course mulch, which will be reserved and made available to the public, will be transported off-site within five (5) calendar days. All material transported off-site will be at the Respondent’s expense and must be taken to a City-approved facility.”

3. Change Section II., Scope of Services, Item 8 under Specifications to read:

“The road shall be constructed of asphalt material and encircle the area used for processing and storage of combustible materials. There shall be a minimum 25-foot turning radius and be able to accommodate firefighting vehicles at all times.”

4. Change Section II., Scope of Services, Item 24 under Specifications to read:

“Respondent shall provide the City trucks a receipt or ticket with the tonnage information, vehicle number, and other information necessary to determine appropriate billing and reporting. The Respondent will be responsible for invoicing the City for brush dropped off by City crews, under net 30 payment terms, monthly.”

5. Add: Item 30 to Section II., Scope of Services under Specifications:

“The minimum fire suppression system required by the City needs to maintain 40 PSI of water for a period of two (2) hours. It will be up to the Respondent to determine the volume and storage needed to meet this requirement as part of the design.”

PRE-PROPOSAL CONFERENCE QUESTIONS AND RESPONSES:

On January 5, 2011, the City of San Antonio hosted a Pre-Proposal Conference to provide information and clarification for the Brush Grinding Services, (RFP 11-029) for the City of San Antonio. Below is a list of questions that were asked during the conference. The City's official response to questions asked is as follows:

- Question 1: Does the other project from CIMS (Capital Improvements Managements Services Department) regarding Nelson Landfill conflict with this RFP? Is this a design-build project or an RFP for Brush Grinding Services? Is there a construction aspect to this RFP?
Response: Only one contract will be executed from either this RFP or the IFB, issued by CIMS. This particular solicitation issued by Purchasing and General Services Department and Solid Waste Management Department is not a design build; it is a Request for Proposal. Improvements to the site and the operation of the facility are anticipated under this contract.
- Question 2: Is there going to be a City approval process of the construction? Will this approval timeline be added to extend the deadline start date of August 1, 2011?
Response: The City may extend the deadline if necessary.
- Question 3: What is the timeline projected for vendor selection of RFP?
Response: The City will evaluate all proposals in a timely manner.
- Question 4: What permits will be required for this RFP project? Are these for submission?
Response: All permits associated with this project will be the responsibility of the Respondent who is awarded the contract to follow all state and local regulations and laws.
- Question 5: How much land is available for redevelopment on this site? Approximate acreage?
Response: There is approximately 22 acres available for the brush grinding facility.
- Question 6: Is this land over compacted trash?
Response: No, the area slated for the development of the brush grinding facility is not over any compacted trash.
- Question 7: How many years has Bitter Road Facility been in operation? Can you provide 10 years worth of tonnage data at this facility?
Response: The Bitters Brush Recycling Center has been in operation as a brush grinding facility since 1986. Please see attached Exhibit I for tonnage data posted as a separate document.
- Question 8: Does SAWS (San Antonio Water System) have the first right of refusal?
Response: Yes, SAWS and/or its designated contractors has first right of refusal of the processed material.
- Question 9: If SAWS requests mulch, how is it obtained and how much can they get?
Response: They can obtain all or a portion of the processed material.
- Question 10: Does SAWS have a compost facility?
Response: Yes, SAWS currently has a compost facility.
- Question 11: Do you have data of SAWS requirements for mulch?
Response: We do not have the SAWS requirements for mulch.
- Question 12: Will a copy of the Pre-Proposal sign in sheet be posted on the City website?
Response: Potential Respondents may contact Grace Solis, Contract Coordinator for a copy of the pre-submittal attendance list. Refer to RFP, Section X, Restrictions on Communication, for contact information.

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION VI, PRE-PROPOSAL CONFERENCE AND
SITE TOUR:**

- Question 13: Is it a requirement to bid site construction according to RFP Exhibit 6 Map of Nelson Brush Facility?
Response: No, the exhibit is only an example to what the City is looking to obtain in a proposal response.
- Question 14: If it is a requirement to bid site according to Exhibit 6 layout, will a set of construction documents and plans be provided by the City? If not, what guidelines/specifications should the bidders use in preparing estimates for site construction?
Response: This is not a requirement, so no construction documents and plan will be provided by the City. Minimum guidelines/specifications are outlined in the RFP and should be used as part of preparing construction estimates. Respondents are encouraged to submit a design which they recommend will be the best for the operation of the facility.
- Question 15: Will voluntary alternates be accepted?
Response: Interested respondents must submit proposals according to the RFP.
- Question 16: What is the availability of water and electricity at site? Is a well needed or is a water meter available? If so, what size water line and meter are existing?
Response: Water service is not available at the site. Electric service is available at the site. It shall be the responsibility of the respondent to determine the utility requirements of its proposed operations.
- Question 17: Will you provide the past 5 years of tonnage data for the Bitters site?
Response: Please see attached Exhibit I, posted as a separate document.
- Question 18: Is the proposed site located over the Edwards Recharge Zone?
Response: No, the site is not located over the Edwards Recharge Zone.
- Question 19: Based on City's experience, what are the typical volumes for the events with no fees charged?
a. For Christmas trees during January?
b. Storm events:
i. Two weeks each?
ii. How many per year?
c. Free landfill days? (Per each of the four yearly events)
i. How many days in total?
d. Other?
Response: a. In Fiscal Year 2010, approximately 13,000 trees were collected.
b. i. Storm events last two (2) weeks.
ii. Over the last three years, the City has had three (3) storms events, averaging one storm event per year.
c. On free landfill days at the Bitters Brush Recycling Center, average collection is 500 tons.
i. There are four (4) free landfill days per year.
- Question 20: Can all of the brush be processed by respondent without selling any to SAWS?
Response: SAWS or a SAWS contractor has first right of refusal of all processed material, please refer to Section II, Scope of Services, Item 5 under Services to be Provided in the RFP document.
- Question 21: Material in excess of the 100CY fine mulch and 100CY coarse mulch has to be transported off-site within five calendar days. Is Respondent supposed to do this at its own expense? Where to?
Response: Please see amended change #2 at the beginning of this addendum.

- Question 22: What is the maximum that can be stored on site according to the City's current Notice of Intent?
 Response: The Notice of Intent will be completed by the Respondent and describe the maximum storage limits based on the facility design.
- Question 23: All-weather access road design:
 a. Soil load capacity information
 b. Is this road also going to be used for access to the Nelson Gardens landfill?
 Response: Please see amended change #3 at the beginning of this addendum.
- Question 24: What is the water volume that must to be stored on site for fire suppression?
 Response: Please see amended item #5 at the beginning of this addendum.
- Question 25: Where is the water source?
 Response: There is no current source of water on the property.
- Question 26: Is public sewer available at the site? Where?
 Response: There is a public sewer located along Nelson Road.
- Question 27: Does the renewal project for the Bitters facility include capacity increase?
 Response: The renewal project for the Bitters facility does not include capacity increase.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION X, RESTRICTIONS ON COMMUNICATION:

- Question 28: Is there a water source onsite? If not, is there a water source in any of the surrounding areas that you are aware of?
 Response: There is not water source onsite. There are wells located on adjacent properties.
- Question 29: Does the perimeter road have to be asphalt or just all-weather?
 Response: The City requires the perimeter road and traffic lanes to be asphalt material, please refer to Section II., Scope of Services, #3d under Specifications.
- Question 30: May we receive a copy of questions from other prospects?
 Response: All questions submitted before the question deadline and at the Pre-Proposal Conference that we received with responses are posted on this addendum.
- Question 31: Does New Earth, SAWS and/or any other entity have the right of first refusal to all mulch? If so, is the entitlement to only that mulch associated with the *Alamo Grow* program?
 Response: SAWS and or SAWS contractors have the first right of refusal to complement sludge produced from the sewer treatment plants. There is currently no entitlement required as part of the Alamo Grow program since the City's mulch is given out on a first come, first serve basis.
- Question 32: How much mulch does the *Alamo Grow* program use annually? In the past three years?
 Response: The City does not specifically provide mulch for the Alamo Grow program and does not have the requested data.
- Question 33: What are the projected mulch needs of the *Alamo Grow* program?
 Response: The City cannot project the needs for the Alamo Grow program.

- Question 34: What quantity of mulch was sold and/or given away in the last three years?
i. Fine Mulch Tons Sold?
ii. Coarse Mulch Tons had given Away?
- Response: Over the last three years, 2,797.77 Tons of Fine Mulch was sold and 52,798.27 tons of Coarse Mulch was given away.
- Question 35: RFP ID No. 55-00022 – Entails the building of a brush recycling facility; is the cost for the construction of this facility to be excluded from this particular [brush grinding services] RFP?
- Response: The reference above is not part of this RFP and construction costs should not be excluded from the pricing.
- Question 36: Is this the same facility?
- Response: The Invitation for Formal Bid (IFB) is the same facility and the City will evaluate this contract for construction with the RFP responses.
- Question 37: What is the estimated cost of construction for this facility?
- Response: The estimated cost to construct the project identified in the IFB is provided in the plans and specifications associated with that specific project.
- Question 38: Item No. 8: During “free landfill days,” or the facility’s four events per year, what is the duration of each event? What is the quantity of material that is typically brought in during these events?
- Response: The free landfill days are held once a quarter on Saturday. On free landfill days, we receive around 500 tons of material.
- Question 39: Item No. 10: During storm events, what fees to residents are suspended? Of these fees, are any null and void to contractors? If not, will the city reimburse the contractor? Are “suspended fees” to be billed to the City of any other entity?
- Response: Only the Residential Brush Fee is suspended during storm events, with approval from City management. Please refer to Section II., Scope of Services, #10 under Services to be Provided in the RFP document. Contractor Fee’s are not suspended, the City will not reimburse the contractor on any suspended fees that are billed.
- Question 40: Will the Respondent be billing the City of San Antonio crews for all brush they drop off at the site?
- Response: Please see amended change #4 at the beginning of this addendum.
- Question 41: Is the Bitters Road brush grinding site going to remain open?
- Response: The City will continue to operate the Bitters Brush Recycling Center.
- Question 42: Are there other sites for city crews to drop off brush?
- Response: There are currently no other sites for City crews to drop off brush.
- Question 43: Can you give the total tons of Brush and Bulky items picked up in 2010?
- Response: The total tons collected are 122,943 tons. Of that, 14,668 was clean brush. 20,359 tons of material was collected at Bitters through commercial and residential drop-off.
- Question 44: What is the City anticipated total brush pickup in 2011 with the new separated brush and bulky item pickup?
- Response: We anticipate collecting about 50-65,000 tons of clean brush
- Question 45: Can you provide total annual operating costs for the Bitters Road Brush Recycling Center?
- Response: The Fiscal Year 2010 Budget is \$813,885.00

Question 46: At the Nelson Road site there were many trees and piles of soil existing, will these be present when the bidder begins construction or will removal and disposal of these materials need to be included in the proposal?

Response: The City will not be responsible for removal of any trees and debris. It will be the Respondents responsibility to obtain all permits for this project, which will include a tree preservation plan. The soil stockpile adjacent to the entrance road will be removed by the City. All other stockpiles will remain onsite, unless otherwise directed from City management, and can be used as fill material

****THIS ADDENDUM MUST BE SIGNED AND RETURNED WITH THE PROPOSAL PACKAGE****



Denise D. Gallegos, C.P.M., CPPB
Purchasing & Contract Administrator
Purchasing & General Services Department

Date _____

Company Name _____

Address _____

City/State/Zip Code _____

Signature